



HAZARDOUS WASTE SMALL QUANTITY GENERATOR EXTENDED STORAGE CHECKLIST

Facility Name: _____ EPA ID #: _____

SQG Extended Storage Checklist (Env-Wm 508.03):

(Complete and submit this form only if the Facility generates less than 100 kilograms (220 pounds) per month and accumulates less than 1,000 kilograms (2,200 pounds) of non-acutely hazardous waste on-site for greater than 90 days.)

1. Can the facility demonstrate weekly inspections of all hazardous waste containers? ☐ Yes ☐ No
2. Can the facility demonstrate daily inspections of all hazardous waste tanks? ☐ Yes ☐ No ☐ N/A *
**No hazardous waste tanks on-site*
3. Are the containers and tanks under the management of a designated hazardous waste manager or emergency coordinator or their designee? ☐ Yes ☐ No
4. Does the facility have a designated emergency coordinator who is either on the premises or on call and available to respond to an emergency at the premises? ☐ Yes ☐ No
5. Is there access to communication and alarm systems capable of summoning emergency assistance? ☐ Yes ☐ No
6. Has the facility posted the following information next to the telephone nearest to each hazardous waste storage area:
 - a. The names and telephone number, both work and home, of the emergency coordinator and his/her designee? ☐ Yes ☐ No
 - b. The telephone numbers of the fire department, police department, hospital, and State of New Hampshire and local emergency response teams that may be called upon to provide emergency services? ☐ Yes ☐ No
 - c. The location of fire extinguishers and spill control material and, if present, fire alarm? ☐ Yes ☐ No
7. Are all employees thoroughly familiar with proper waste handling and emergency procedures relevant to their responsibilities during normal facility operations and emergencies? ☐ Yes ☐ No
8. Has the facility attempted to make arrangements (e.g., letter or tour) to familiarize local authorities (e.g., local fire department) with the:
 - a. Facility layout? ☐ Yes ☐ No
 - b. Properties of hazardous waste handled at the facility? ☐ Yes ☐ No
9. Is the quantity of hazardous wastes accumulated on-site less than 1,000 kilograms (2,200 pounds)? ☐ Yes ☐ No
 - a. If No, are hazardous waste containers/tanks marked with the date the accumulation limit of 1,000 kilograms (2,200 pounds) was reached? ☐ Yes ☐ No
 - b. If No, is the hazardous waste shipped off-site within 90 days of the accumulation limit date? ☐ Yes ☐ No